

November 9 2012

Staff

In the spirit of giving thanks to those that serve our agency and its youth, I am pleased to announce that we are granting each employee eight (8) hours of Administrative Leave on Wednesday, November 21, 2012. All TJJD offices will be required to remain open with sufficient staff to provide all services for four (4) hours until noon, then will be closed for the remainder of the day. Those employees who are required to work that morning will be granted four (4) of Administrative Leave to be used at a later date. Those employees who are required to work to maintain normal operations for our services to youth will be granted eight (8) hours of Administrative Leave to be used at a later date.

I truly appreciate the hard work and dedication that TJJD employees exhibit on a daily basis. For those employees who must continue to work through the Thanksgiving holidays, I am especially appreciative of how you will convey the spirit of this holiday to our youth while fulfilling your work responsibilities. It is my wish that each of you and your families have a safe and pleasant holiday of Thanksgiving.

Mike